

STATE OF SOUTH CAROLINA
State Budget and Control Board
GENERAL SERVICES DIVISION

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REAL PROPERTY SERVICES
1201 MAIN STREET, SUITE 420
COLUMBIA, SOUTH CAROLINA 29201
803-737-1520
FAX
803-737-0689

October 19, 2006

Dear PROPERTY OWNER OR AGENT:

The Department of Health and Environmental Control is seeking office space in Spartanburg County. Attached is a summary of requirements (solicitation and lease criteria form). You are invited to submit a proposal to lease property to the agency which may meet the criteria. Please direct your responses and inquiries to DeLaine S. Duckworth.

All proposals must be received in the Real Property Services office on or before 5:00 p.m., November 2, 2006 , in duplicate.

After the deadline, we will meet with the agency to review all proposals submitted. Should your proposal be of interest, the agency will contact you to schedule a meeting and view the property. The agency and Property Services will determine which proposals best suit the agency's needs, after which you will be notified.

To be eligible, a property owner or his agent must have submitted to Property Services a receipt and acknowledgment of Regulation 19-447.1000. If you have not done so and wish to respond with a proposal, please contact the leasing agent mentioned above.

Sincerely,

Edgar W. Dickson
Director
Real Property Services Unit

EWD/rk
Enclosure

REQUEST FOR LEASE PROPOSAL

ISSUE DATE: OCTOBER 19, 2006
STATE AGENCY NAME: DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL
RETURN PROPOSALS TO: DeLAINE S. DUCKWORTH
GENERAL SERVICES DIVISION
STATE BUILDING AND PROPERTY SERVICES
1201 MAIN STREET, SUITE 420
COLUMBIA, SOUTH CAROLINA 29201
PHONE: DeLaine (803) 737-0783 FAX: (803) 737-0689

PROPOSAL DUE: NOVEMBER 2, 2006 BEFORE 5:00 PM

ALL PROPOSALS MUST BE IN WRITING AND SUBMITTED IN DUPLICATE. PROPOSALS MAY BE FOR PROPERTY WHICH MAY OR MAY NOT REQUIRE BUILDING ADDITIONS OR IMPROVEMENTS. PROPOSALS MAY BE FOR PLANNED CONSTRUCTION WHEREBY PROPOSER, ON THE DATE OF ISSUE, BY DEED, CONTRACT, OR OPTION, CONTROLS A SPECIFIC SITE AND HAS A SITE PLAN WHICH DEPICTS PARKING AND BUILDING DIMENSIONS; HOWEVER NO BUILD-TO-SUIT OR DESIGN/BUILD PROPOSALS MAY BE SUBMITTED. ANY PROPOSAL FOR PLANNED CONSTRUCTION MUST INCLUDE A COPY OF THE SITE DEED, CONTRACT OR OPTION AND THE SITE PLAN. ALL PROPOSALS MUST SPECIFY FLOOR AREA IN USABLE AND RENTABLE SQUARE FEET, ANNUAL RENT, RATE PER RENTABLE SQUARE FOOT, AND MUST LIST THOSE SERVICES AND UTILITIES INCLUDED IN THE ANNUAL RENT.

LEASE CRITERIA

USABLE AREA (SF): 3600 (Approx.) **NUMBER OF EMPLOYEES:** 14 **COUNTY:** Spartanburg

RATE (SQ FT): To Be Negotiated Rate to include operating expenses

PROPOSED USE: Office space for Environmental Quality Control

**PREFERRED
LOCATION:**

See attached map

TERM OF LEASE: Five (5) years with two (2) one (1) year options at stated rates

STANDARD STATE LEASE MUST BE USED

**EXPECTED
OCCUPANCY DATE:
PARKING
REQUIREMENTS:**

March 1, 2007

For Employees Fourteen (14) plus a secured area for eight (8) State Vehicles

**SPECIAL NEEDS
REQUIRED:
FREE**

PROPERTY MUST BE BARRIER FREE, HAZARD FREE AND SMOKE

MUST MEET ZONING REQUIREMENT FOR PROPOSED USE

Economical and efficient space utilization

